The Business of Innovation

295 107 00 48 5: 45 Date: November 29, 2005 IP Law Dept. 505 King Avenue Columbus, OH 43201

Fax

Fax No:

To: Attn Refunds

(571) 273-6500

Phone No: (571) 272-6500

Company: Director of USPTO

From:

Brenda Block Koone

Fax No:

(614) 424-3864

Phone No: (614) 424-3298

Total Pages: 8 (Including Lead Sheet)

Comments:

Deposit Account No.:

021266

Owner:

**Battelle Memorial Institute** 

Please see letter and attachments for request for refund to be credited to deposit account.

Thank you.

Brenda Block Koone

Brenda Block Koone

P.02

The Business of Innovation

505 King Avenue Calumbus, Ohio 43201-2693 (614) 424-6424 Fax (614) 424-5263

Direct line (614) 424-3298

November 29, 2005

VIA FACSIMILE

Director of the U.S. Patent and Trademark Office Attention: Refunds 2051 Jamieson Avenue, Suite 300 Alexandria, Virginia 22314

Dear Str.

Deposit Account No.: 021266

**Battelle Memorial Institute** 

Today we received our monthly statement dated 10-31-05 on the subject account. In reconciling the statement, I have found a line item where both our Visa card and deposit account were charged:

Serial No.:

10/018,160

Docket No.:

BER-3.2 050/4167 (13401)

Fee Code: Charge;

1202

\$200.00 Date Posted: 10-27-05

An amendment for the subject application was mailed 10-6-05. A total of \$260.00 was authorized to be charged against our corporate Visa card: \$60 for a one month time extension and \$200 for claims in excess of 20 (small entity). The box indicating "credit card" was checked on PTO/SB/17 (Fee Transmittal for FY2005), and PTO-2038 Credit Card Payment Form was submitted for the \$260 fee due (both forms attached). The "deposit account" box on PTO/SB/17 was checked for usage in either an underpayment or overpayment situation.

Our Visa account was charged the total amount of \$260; our deposit account was charged \$200 (the fee for claims in excess of 20). I have attached a 3-page on-line Visa item description showing this \$260 charge as received and recordiled by our department cardholder on 10-27-05. I have also attached a copy of our deposit account statement showing the \$200 charge.

Please issue a credit to deposit account 021266 in the amount of \$200.09 to rectify this double charge. Please call me if you have any questions. Thank you.

Very truly yours,

Brenda Block Koone

Intellectual Property Law Department

Brenda Block Koone

/bbk

Attachments (4)

BATTELLE

PAGE 2/8 \* RCYD AT 11/29/2005 4:12:24 PM [Eastern Standard Time] \* SVR:USPTO-EFXRF-6/25 \* DNIS:2736500 \* CSID:614 424 3864 \* DURATION (mm-ss):02-10

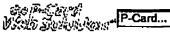
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This collection of information is required by 37 CPR 1,198. The information is required to obtain or retain a hence by the public which is to its (and by the USPTO to process) an application. Confidentiality is governed by 36 U.S. 122 and 37 CPR 1,14. This collection is estimated to take 30 minutes to complete including gathering, preparing, and submitting the completed application form to the USPTO. Time will vary depending upon the individual case. Any comments on the amount of time you require to complete this form and/or suggestions for reducing this burdon, should be sent to the Chief information Officer, U.S. Department of Commence, P.O. Box 1450, Alexandria, VA 22313-1450. O NOT BEND FRES OR COMPLETED FORMS TO THIS ACDRESS. SEND TO: Commissioner for Patents, P.O. Box 1450, Alexandria, VA 22313-1450.

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# **Battelle Memorial Institute**

**Full Item Description** For Order Log No V1367970681 Line Item No. 1

### Item Description

USPTO-13401(BER-3.2 050/4167-10/018,160-1 month extension fee=\$60; Extra claims fee=\$200-total=\$260.00

Client Ref No

### **Business Purpose**

Deliverable Item Existing Equipment

No

No

**Property Loc** 

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P.06

**Battelle Memorial Institute** Order Detail Cardholder: Sylvia S Cook Requestor: COOK, SYLVIA Log No: V1367970681 Req No: US PATENT AND TRADEMARK Supplier: OFFICE Deliver To Info Status: User Reconciliation Complete Ordered: Oct 12 2005 COOK, SYLVIA S Promised: Bld No: 11 Room No:8 085 Ship To Info Received: Oct 27 2005 Service? No COLUMBUS, OH 43201 Order Comments Total Order Amount: \$260.00 Sales Tax: \$0.00 Freight Amt: \$0.00 Item Oty Unit Price Item Description Purch Type Item Amount Work Package 260 USPTO-13401/BER-3.2 050/4167- Misc Service \$260.00 C292EFET1

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Order No

Order Date

Supplier

Order Total

First Description Line

V1367970681

10/12/2005

US PATENT AND TRADEMARK OFFICE

\$260.00

USPTO--13401 (BER-3.2 050/4167-

320

Total Records: 1

Total Amount:

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Credit Card Payment Form

Please Read Instructions before Completing this Form

Credit Card Information										
Credit Card Type:	X Visa	MasterCar								
Credit Card Account #: 9877										
Credit Card Expiration Date: 12/2006										
Name as it Appears on Credit Card; Sylvia Cook										
Payment Amount: \$ (US Dollars): \$260.00 \$										
Cardholder Signature: Strike Cook Date: 10-06-2005										
Refund Policy: The Office may refund a fee-paid by mistake of in excess of that required. A change of purpose after the payment of a fee will not entitle a party to a refund of such fee. The office will not refund amounts of \$25.00 or less unless a refund is specifically requested, and will not notify the payor of such amounts (37 CFR § 1.26). Refund of a fee paid by credit card will be lesued as a credit to the credit card account to which the fee was charged.  Service Charge: There is a \$50.00 service charge for processing each payment refused (including a check returned "unpaid") or charged back by a financial institution (37 CFR § 1.21 (m)).										
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